



EXAMINATION INFORMATION ALERT

for

County Corrections and Sheriff's Officer Promotional Processing 2003 Schedule

This bulletin establishes the Department of Personnel schedule for specific custody promotional titles.

DEADLINES

An Appointing Authority's request for an examination, as noted, is due as follows:

<u>Date</u>	<u>Title</u>
February 1 st	County Corrections Sergeant
February 1 st	County Corrections Lieutenant
February 1 st	County Corrections Captain
February 1 st	Sheriff's Officer Sergeant
February 1 st	Sheriff's Officer Lieutenant
February 1 st	Sheriff's Officer Captain

PROCEDURES

The Department of Personnel will process promotional examinations as follows:

COUNTY CORRECTIONS CAPTAIN & SHERIFF'S OFFICER CAPTAIN

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
February 1, 2003	April 1, 2003	April 21, 2003	April 21, 2003	August 2003

COUNTY CORRECTIONS LIEUTENANT & SHERIFF'S OFFICER LIEUTENANT

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
February 1, 2003	April 1, 2003	April 21, 2003	April 21, 2003	August 2003

COUNTY CORRECTIONS SERGEANT & SHERIFF'S OFFICER SERGEANT

Employer Request to HRM Consultant Team:	DOP Issues Announcement:	Application Filing Deadline:	Closing Date:	Tentative Test Date:
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Note to Appointing Authorities and Candidates:

- The Department of Personnel anticipates issuing announcements annually. The Department believes that establishing the dates in advance should assist Appointing Authorities in planning and anticipating effectively their personnel needs and will serve to notify all parties in advance of scheduled promotional examination announcements.
- Applications must be filed no later than the application filing deadline issued on the announcement. Examinations will be held during the range of dates indicated in this EIA barring any unforeseen circumstances.

INTERNAL NO: 1.015e	EXTERNAL NO: 9d	ISSUED: January 2003	APPROVED BY: _____ (Director)
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